



EASTSIDE REALTY TENANCY APPLICATION

Address of Premises applied for:		
Type of Premises:	<input type="radio"/> Furnished	<input type="radio"/> Unfurnished

Applicants' Full Name:		Title:
Current Address:		
Home Phone:	Work Phone:	Mobile:
Email:		
Date of Birth:	Marital Status:	Pets: YES/NO Details:
No. of Persons to occupy premises:	Children:	Ages of Children:
Next of Kin:	Phone Number:	

Occupation:	Employer:
Employer's Address	Phone:
Period of Employment:	Contact Name:
Previous Employer:	Phone:
Period of Employment:	Contact Name:

Current Landlord/Agent:	Phone:
Period of Occupancy:	Rent pw:
Previous Landlord/Agent:	Phone:
Previous Address:	Rent pw:

-- THE APPLICANT STATES THAT --

- The information given in this application is true and correct and this is a fundamental precondition of the owner entering into the Residential Tenancy Agreement.
- He is not bankrupt or insolvent.
- The premises have been inspected and any rental bond and initial payment of rent will be made by money order or bank/building society cheque

--TENANCY TERMS --

Period..... weeks/months, commencing on..... Rent is.....pw

First payment of rent in advance \$ [2 weeks]

Rental Bond \$ [4 weeks unfurnished/ 6 weeks furnished]

Preparation Fee \$ 15.00

Sub Total \$

Less reservation fee (if applicable) \$ Date paid

Total amount payable \$

Applicant's Signature **Date**

-- RESERVATION OF PREMISES --

- Subject to the acceptance of this application and in the consideration of the payment of \$..... The applicant wishes to reserve the premises for.....days subject to the terms and conditions set out in this form and any subsequent Residential Tenancy Agreement. This form acts as an acknowledgment of this application and the receipt of monies.
- Should the owner accept this application the reservation fee will be credited towards the rent, however should the application be refused then the fee is fully refundable.
- If the applicant advises that he does not wish to take the premises then the owner may keep so much of the fee as being equal to the pro-rata amount of rent that would have been payable during the reservation period.
- During the reservation period no fee will be taken from another applicant nor will the premises be reserved in another's favour.

NOTICE: If you dispute part or all of the amount specified in this statement, and if you have been unable to resolve the dispute, you may apply to the Fair Trading Tribunal for a determination of the matter. By law, legal action to recover the amount specified in this statement cannot be commenced until 28 days after it has been served on you.

-- AUTHORITY BY EACH APPLICANT --

I authorise the landlord's agent to -

- Check with my previous or current employer; my previous or current landlord/agent; and the referee's named as my suitability as a tenant
- Request and receive from any tenancy recording services and from other real estate agencies information regarding my previous tenancies and
- report any details of the tenancy to any tenancy recording services as the agent deems necessary, including breaches of the tenancy agreement or positive reference

Applicant's Signature **Date**

-HOW DID YOU FIND OUT ABOUT THIS PROPERTY? -PLEASE TICK-

<input type="checkbox"/> Sydney Morning Herald	<input type="checkbox"/> Realestate.com.au
<input type="checkbox"/> Southern/Wentworth Courier	<input type="checkbox"/> Sign board at property
<input type="checkbox"/> Domain.com.au	<input type="checkbox"/> Office window

IMPORTANT NOTICE TO ALL APPLICANTS

- Every person over the age of 18 years must complete an application and provide references.
- The application must be completed in full. It will not be processed without a photocopy of the following documents:

PHOTO IDENTIFICATION (drivers licence or passport)

MEDICARE CARD

ACCOUNT or INVOICE WITH YOUR CURRENT ADDRESS eg: phone, electricity, credit card, bank account.

PROOF OF INCOME - pay slip or written reference. If *self employed* a letter from your accountant or your last tax return. If *unemployed* or a student, a copy of your bank statement and/or a letter from Department of Social Security confirming your payments

RENTAL REFERENCES - payment ledger, rent receipts or written reference. If you have sold your home, please provide a copy of your rates notice or water bill and the selling agent's details.

- This application will take a minimum of 24 hours (once we have all of the above documentation) to be processed. Applications are not processed on weekends.
- We do not accept transfers of bonds.
- You are responsible to arrange facilities such as electricity, gas and telephone.
- The agent reserves the right to deny or accept this application. No further correspondence will be entered into.

I declare that the above information is true and correct and has been willingly supplied to assist in the assessment of my application.

Applicant Signature

Date